

## ATTENTION NEW CANDIDATES

***Congratulations on your decision to pursue National Board Certification!***

***The information listed below will assist you as you begin your journey:***

### **1. Download the following forms:**

- NBC-1: Statement of Intent must be submitted for eligibility for the 75% out of pocket reimbursement. (This form must be signed by your superintendent.)\*
- NBC-2: Substitute Reimbursement Form Please note submission deadlines on each form.\*
- Please read this message regarding available funding.

\* July 1, 2010 - IMPORTANT MESSAGE regarding available funding for the National Board Incentive Trust Fund for fiscal year 2010-2011. ([Click here](#))

Submit all completed forms to:  
**Teresa Moore, Program Manager**  
**Education Professional Standards Board**  
**100 Airport Road, 3<sup>rd</sup> Floor**  
**Frankfort, KY 40601**  
**Fax: 502-564-9484**  
[Teresam.moore@ky.gov](mailto:Teresam.moore@ky.gov)

### **2. Visit the NBPTS website.**

The national board website at [www.nbpts.org](http://www.nbpts.org) offers a great depth of information useful to you as you proceed through the program.

### **3. Enroll in the online modules immediately.**

These, in addition to your mentor, will serve as resources as you seek certification. You need to begin working with the modules as soon as you get registered.

- Go to [www.kyeducators.org](http://www.kyeducators.org)
- On the left choose: **View all on line courses**
- Then choose: **NBT101** by clicking on the box on the right
- Click: **Add to educart** (at the bottom)
- Continue from there

\*\*\*You will have immediate access to lessons 1 & 2 – once you have registered online we will be able to give you access to the balance of the lessons

- 4. You will be assigned a mentor via an educational cooperative or local district.**
- 5. Print the COMPLETE copy of your STANDARDS.**

You may find them online at [www.nbpts.org](http://www.nbpts.org). Begin reading and dissecting them. We recommend that as you read, you highlight them in 3 colors—1 color for things that you do on a regular basis, a 2<sup>nd</sup> color for things that you do sometimes, and a 3<sup>rd</sup> color for things that you are not doing.

- 6. Gather artifacts for accomplishments that you may choose to feature in entry four.**
- 7. Make note of the following contact information:**

For programmatic information, please visit [www.nbpts.org](http://www.nbpts.org) or call 1-800-22TEACH.

For information regarding state incentives, contact Program Manager, Teresa Moore at: [Teresam.Moore @ky.gov](mailto:Teresam.Moore@ky.gov) or call 1-888-598-7667.

For information concerning the \$2000 annual salary supplement; please contact the Kentucky Department of Education at 502-564-3846.